

Contents

Introduction	p1
Creating spatial features	p2
Creating new Resources	p10

Introduction

Arches for HERs is a new platform for Historic Environment Records (HERs) which incorporates both an inventory system as well as a new heritage management tool: the consultations resource model.

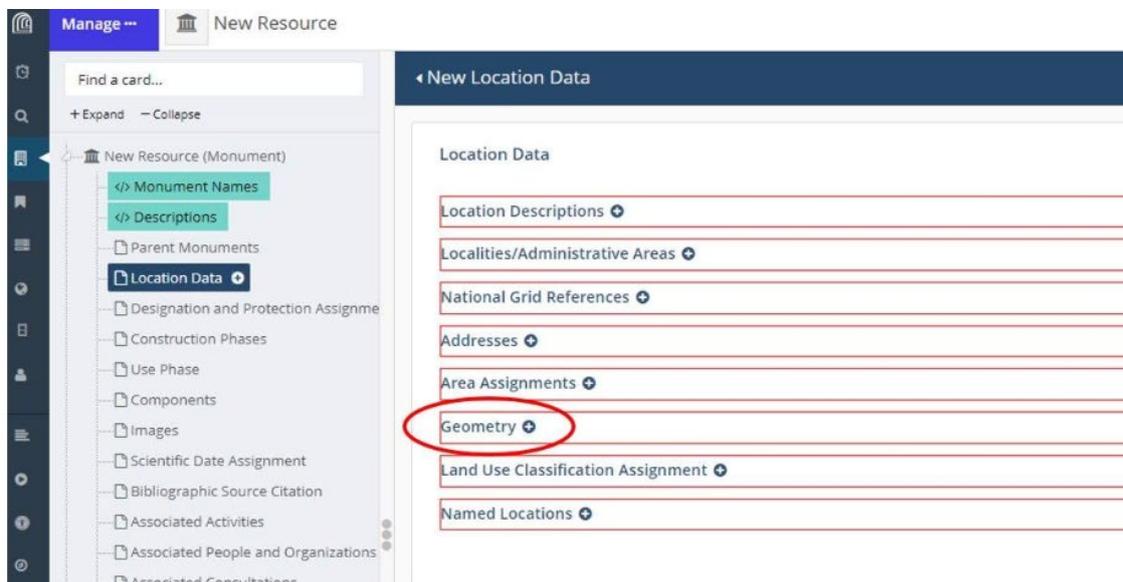
Within Arches for HERs the majority of the Resource Models contain identical tools and functions for the creation, editing, import and export of spatial depictions. Whether they are describing the locations of monuments, activities, sites or areas, the principles and functions are the same from resource to resource.

Features can be created within the application using a range of drawing tools - for creating point, line or polygon-based features - or they can be imported from other GIS applications via GeoJSON. This section will show you how to create new spatial features within Arches for HERs as well as providing guidance for interacting with other applications to import externally-created geometry.

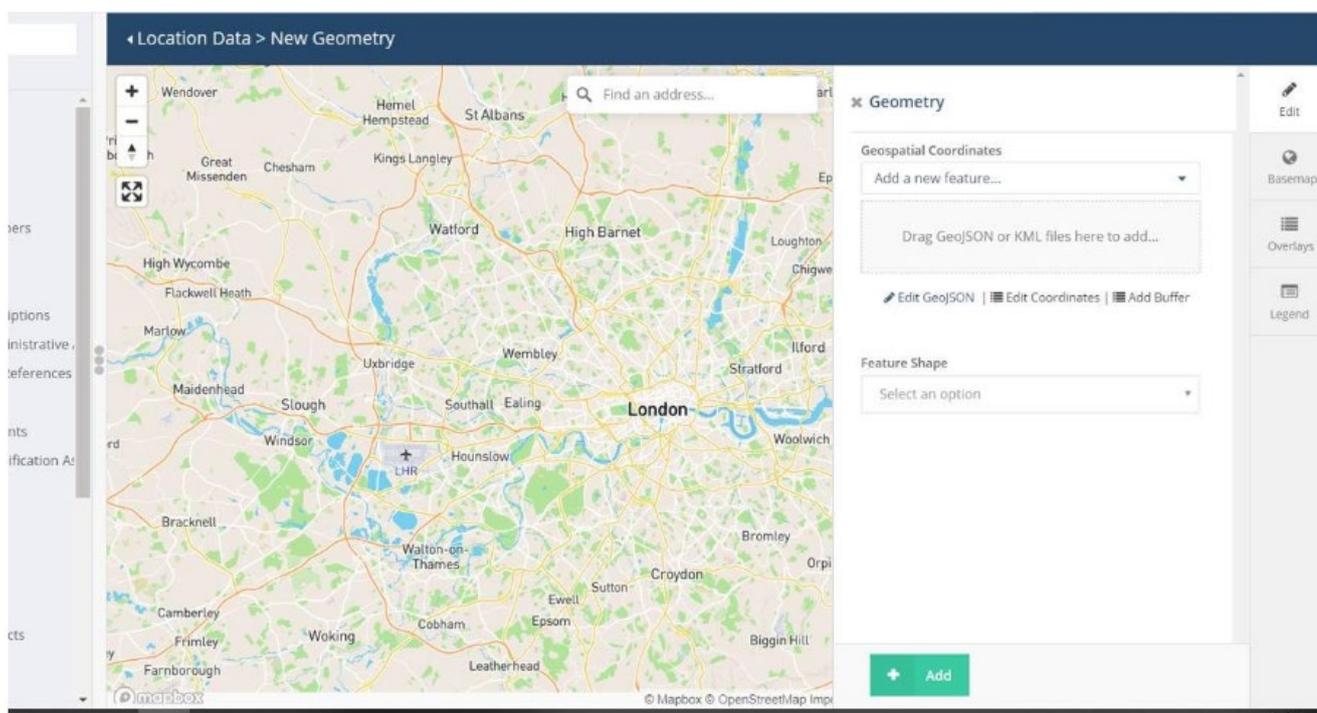
Creating Spatial Features

Geometry

To apply a map depiction of a site, building or area, select the Geometry option in the Resource's *Location Data* card.

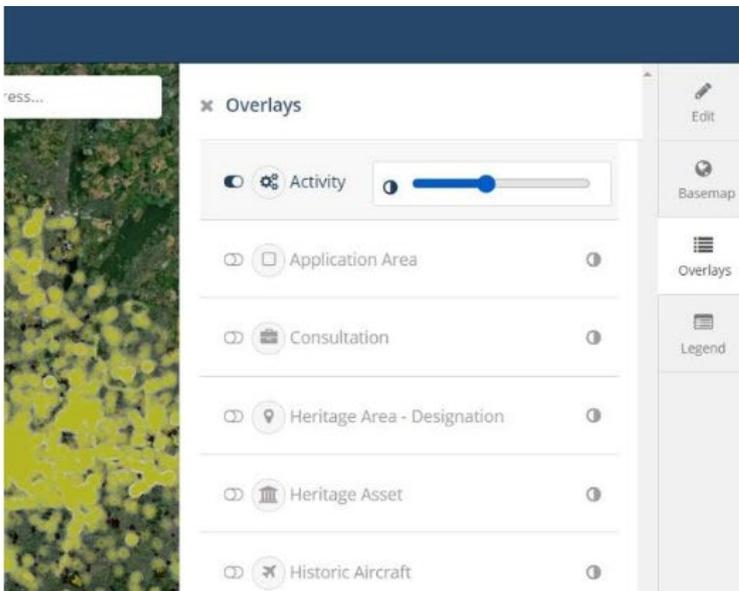
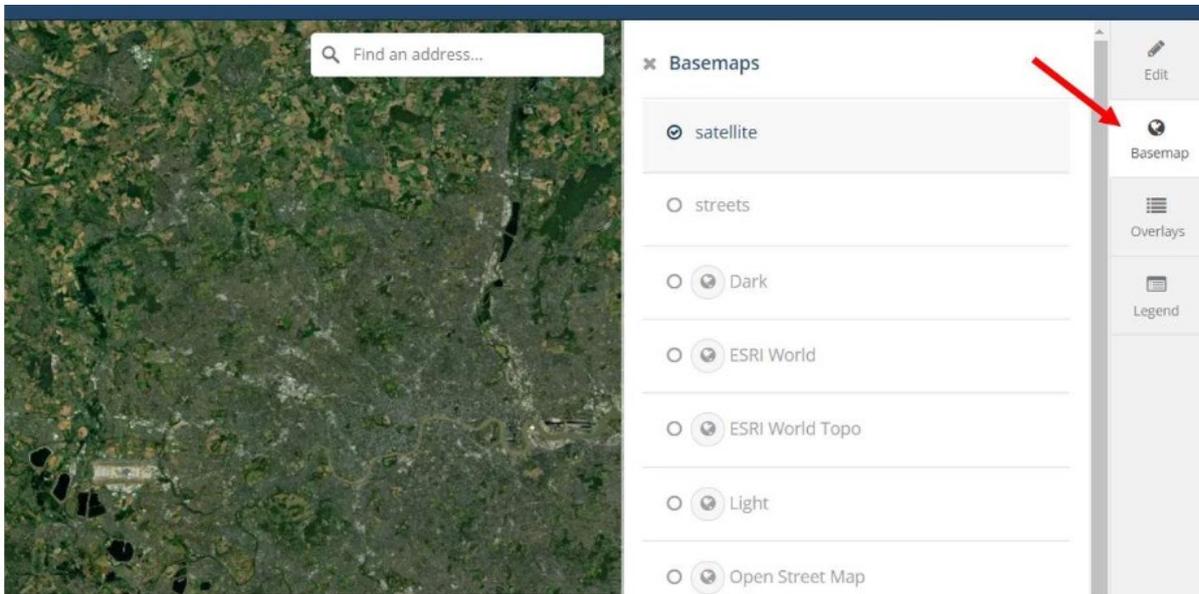


A map display will open with the Edit panel displayed. This contains a selection of drawing tools and options for creating your spatial depiction.



Use the gazetteer and pan/zoom tools to specify your location (see *Map Search* for guidance).

Basemaps (featuring a choice of mapping or satellites images) and **Overlays** (including various data layers) can be selected using the icons on the right of the screen.

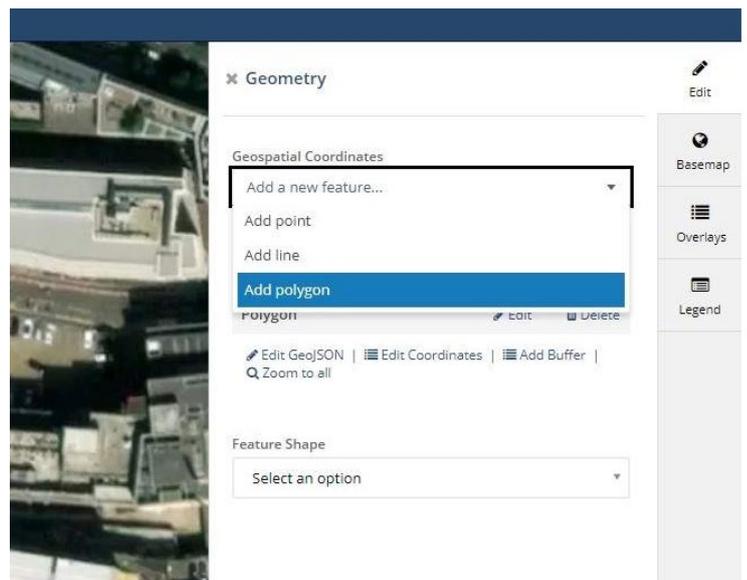


Selecting the Overlays option opens a pane displaying the data layers currently present in the map display. If not currently displayed, the entry will be greyed out. Click to select/de-select.

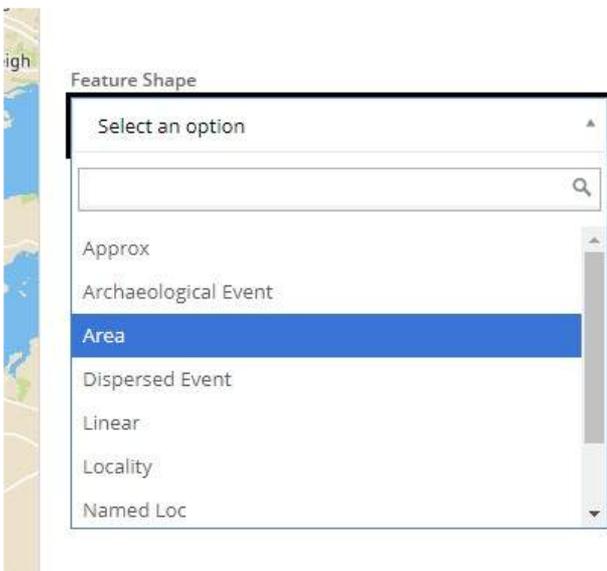
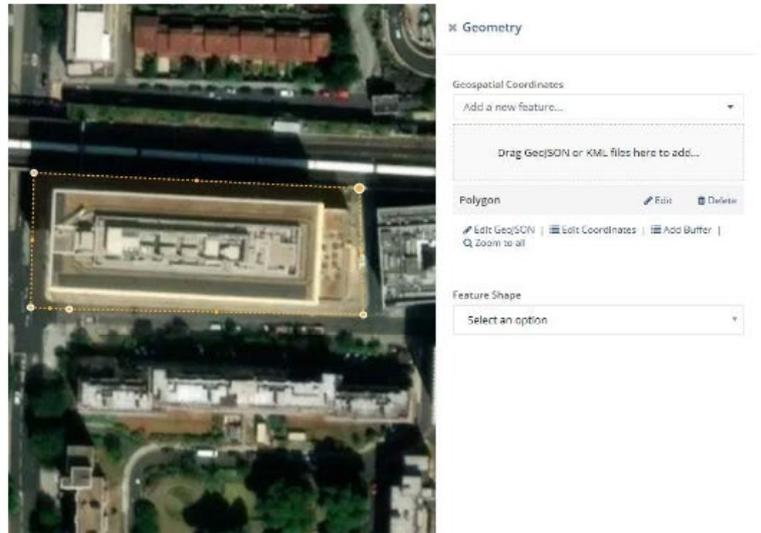
The transparency of the layer can be adjusted using the slider control.

To add a feature manually, select the *Add a new feature* drop-down and select a drawing tool. The *Add Point/Line/Polygon* tools enable the creation of point and multi-node map features directly in the map display.

Select an appropriate drawing tool (e.g. Add Polygon)



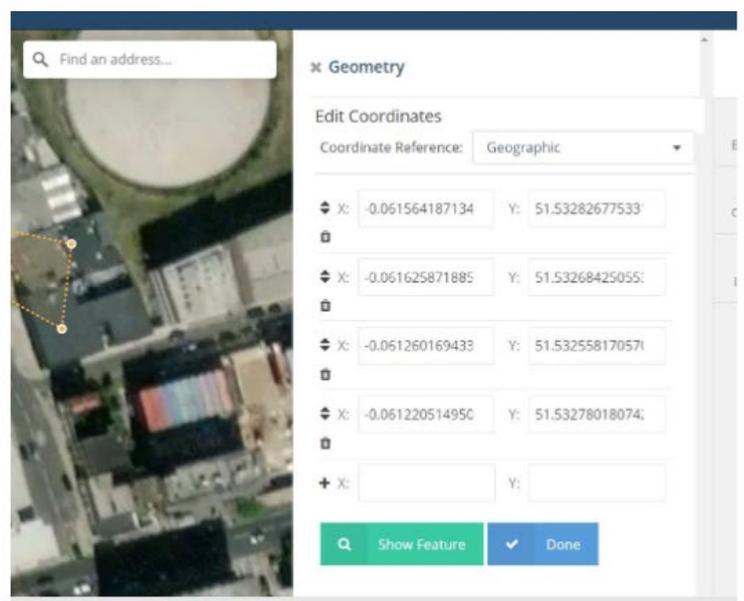
Create your drawing by selecting each node, or vertex, with a single mouse-click and double-clicking to finish the sketch.

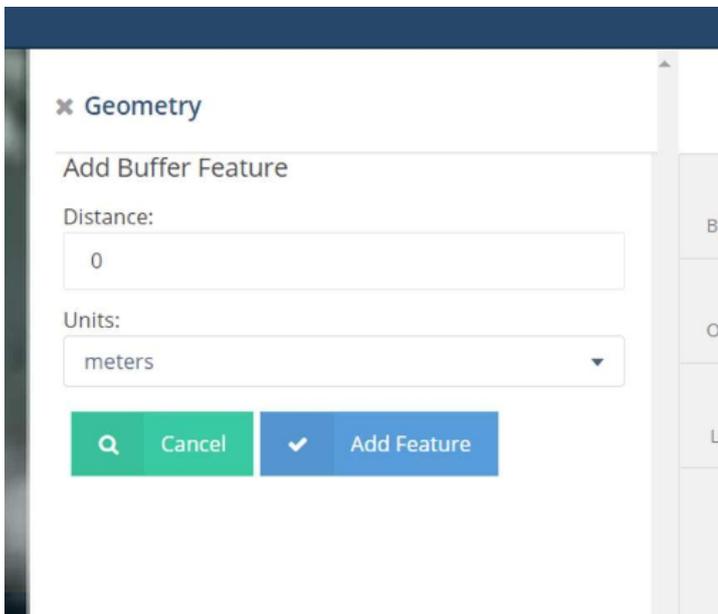


A Classification can be added by opening the *Feature Shape* drop-down menu.

When a feature has been defined, adjustments can be made to the node coordinates by selecting *Edit Coordinates*.

Changes to the coordinates can be made, or entire nodes deleted; or new nodes added.





Selecting *Add Buffer* allows the user to define an area around the feature as drawn.

These adjustment tools can also be utilised to edit existing features.

When the drawing is completed, a **Cancel edit** button will appear, allowing you to delete the drawing and start again.

Select *Add Feature* to commit your completed drawing.

For more complex sites, the Edit GeoJSON option allows the user to paste a GeoJSON code string associated with an externally-generated feature into the resource; or a GeoJSON or KML spatial data file can be dropped onto the drop box in the Edit panel.

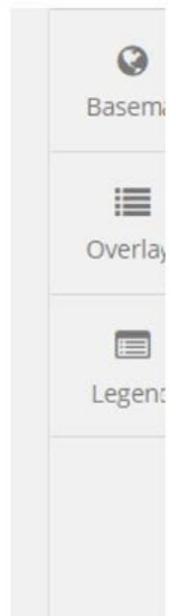


Geospatial Coordinates

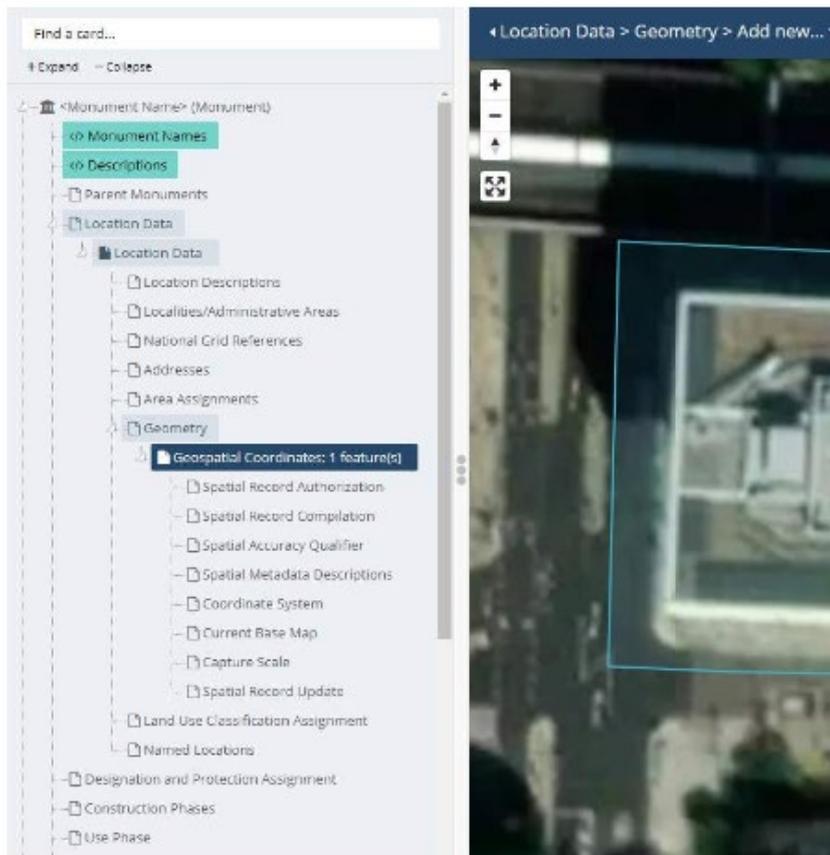
Drag GeoJSON or KML files here to add...

Edit GeoJSON | Edit Coordinates | Add Buffer

Feature Shape

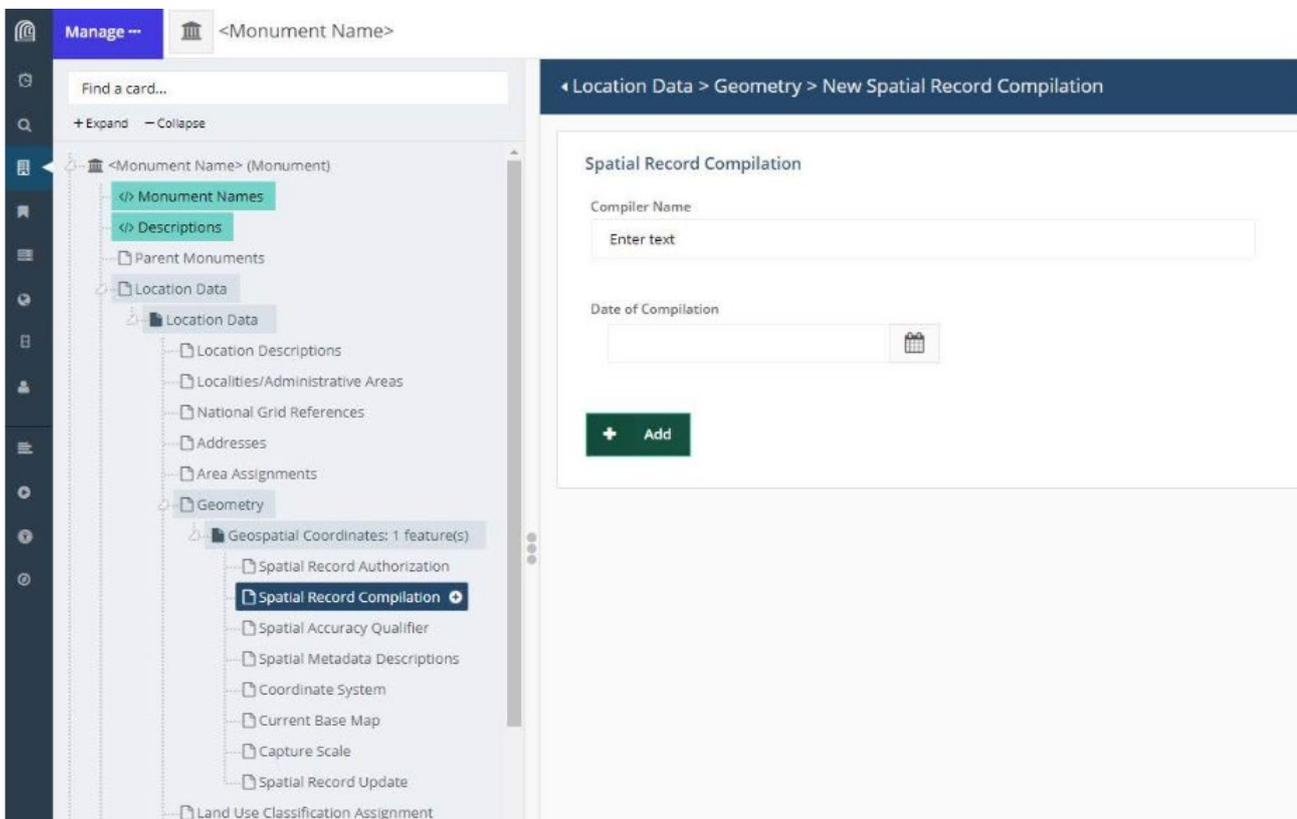


Spatial Metadata



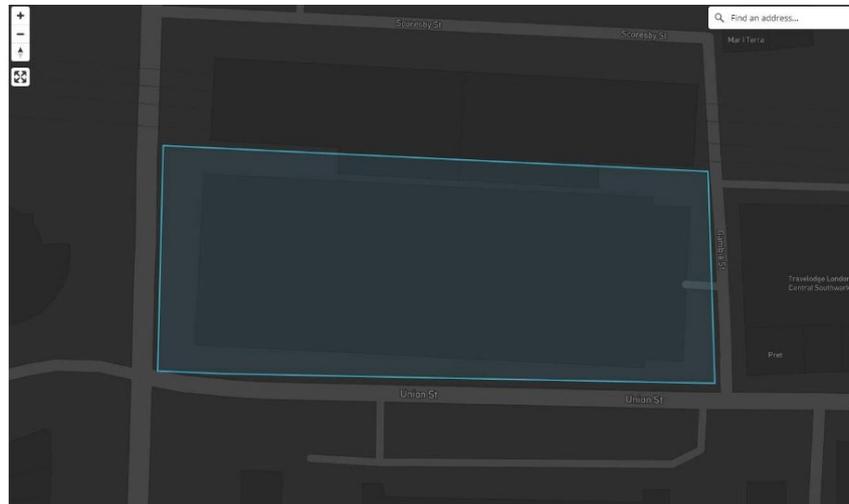
Once a spatial feature has been added to the record, a new set of cards will appear in the tree view under the Geometry facet.

Each of these can be opened to insert data relating to the capture of the spatial feature: Compiler details, descriptions, coordinate system used, base map, capture scale etc.

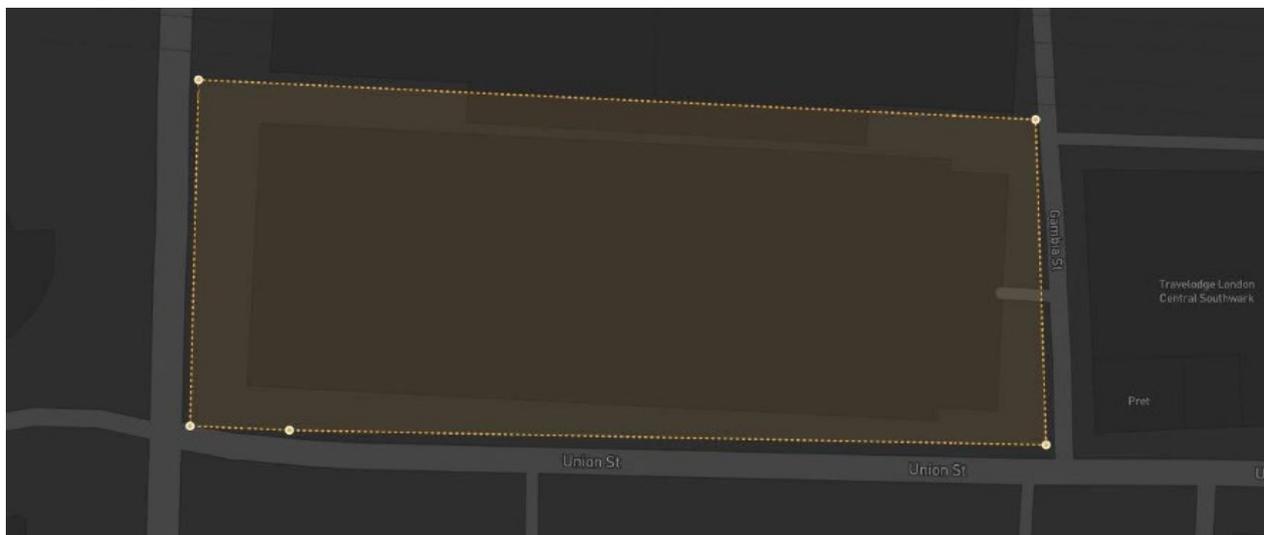


Note: When a new spatial feature is committed to the record, coordinates for the centre-point of the features will be automatically populated in the National Grid References card. The Localities/Administrative Areas card will similarly be auto-populated with the relevant place names. Should you move a spatial feature to a new location where the original assigned areas are no longer relevant, you may need to manually edit the Localities/Administrative Areas values.

Manually editing existing drawings



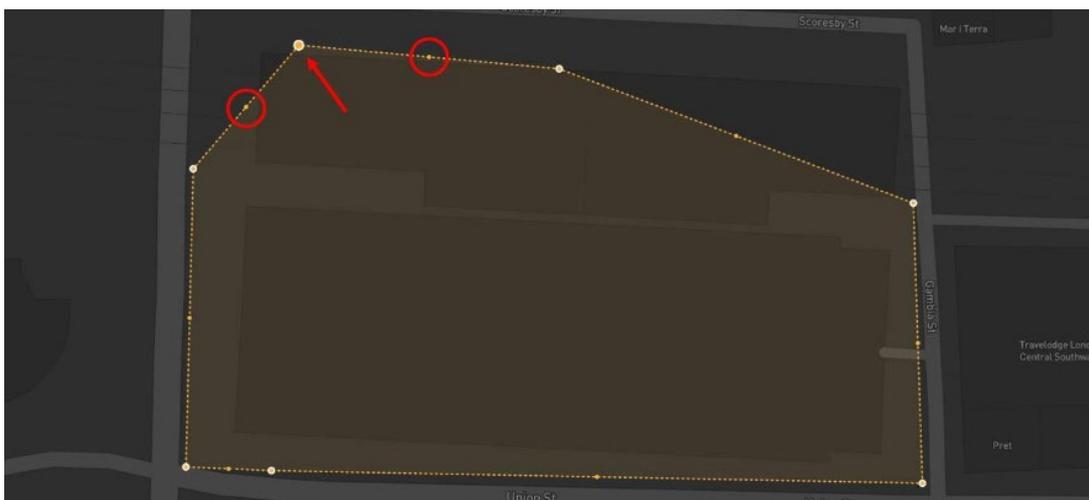
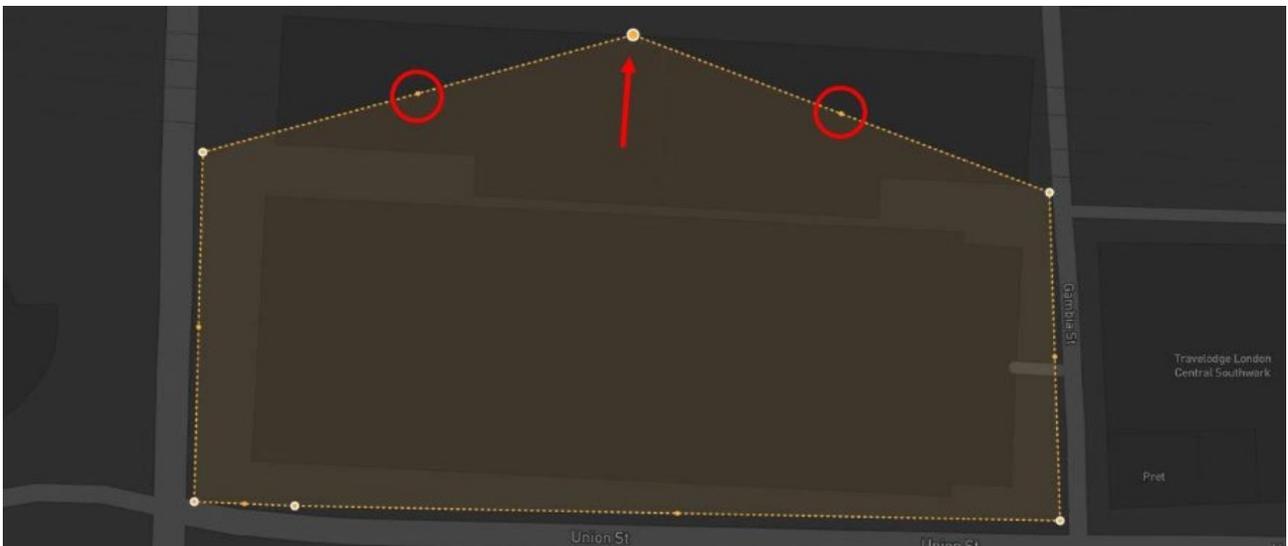
If you have already added a finished drawing, or if you have accessed an existing Resource and opened the Location Data Facet to edit an existing drawing, selecting the feature with a single mouse-click will reveal the nodes applied during the drawing process.



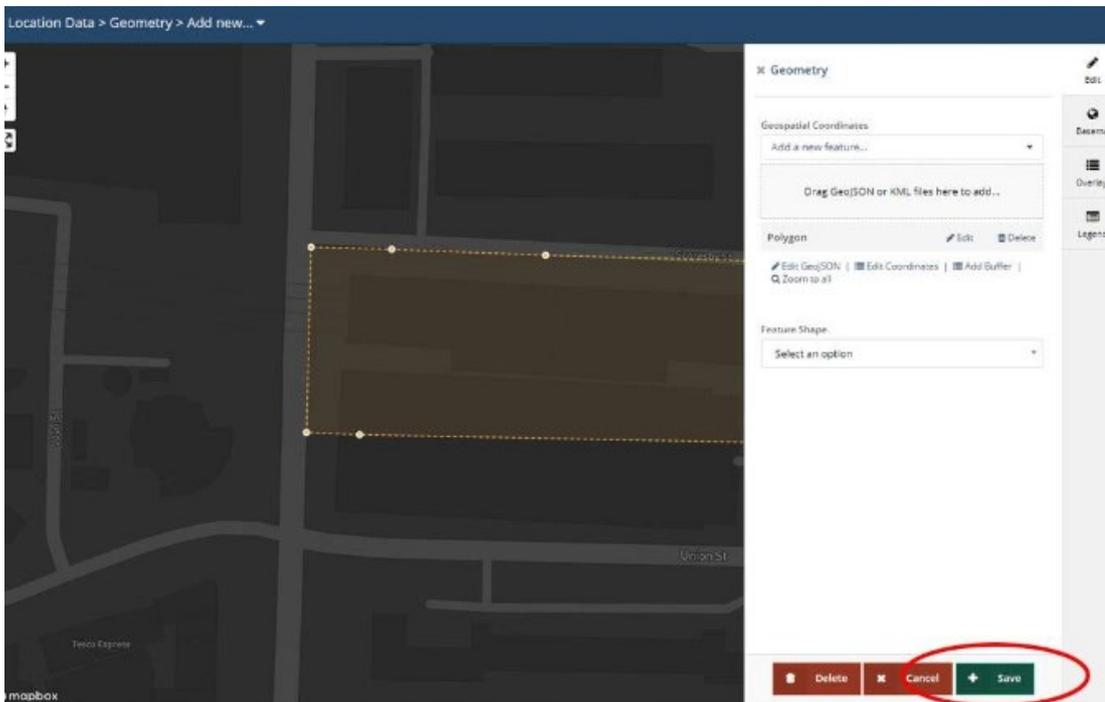
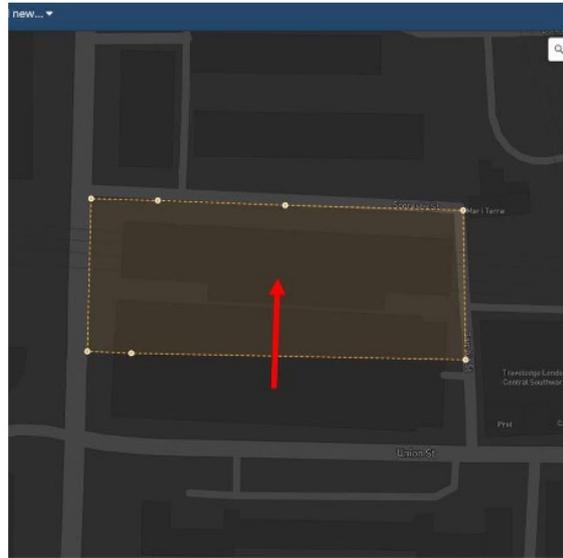
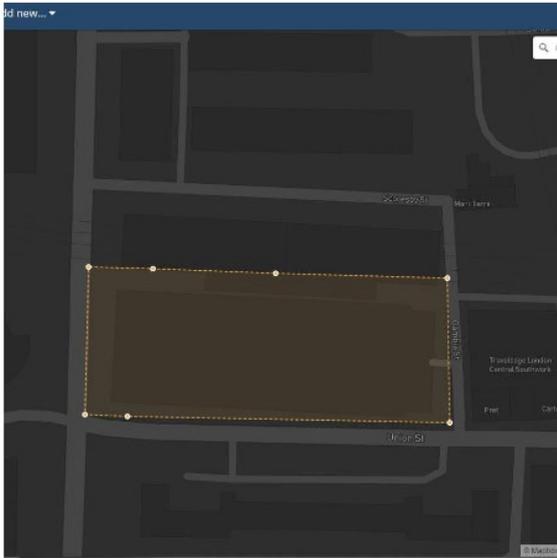
These can be manually edited by selecting a node and dragging it to a new location. Selecting the drawing with a second mouse-click will reveal additional nodes that can be used to edit the feature.



Each time you select a node and drag it to a new location, additional nodes will appear on the drawing's outline.



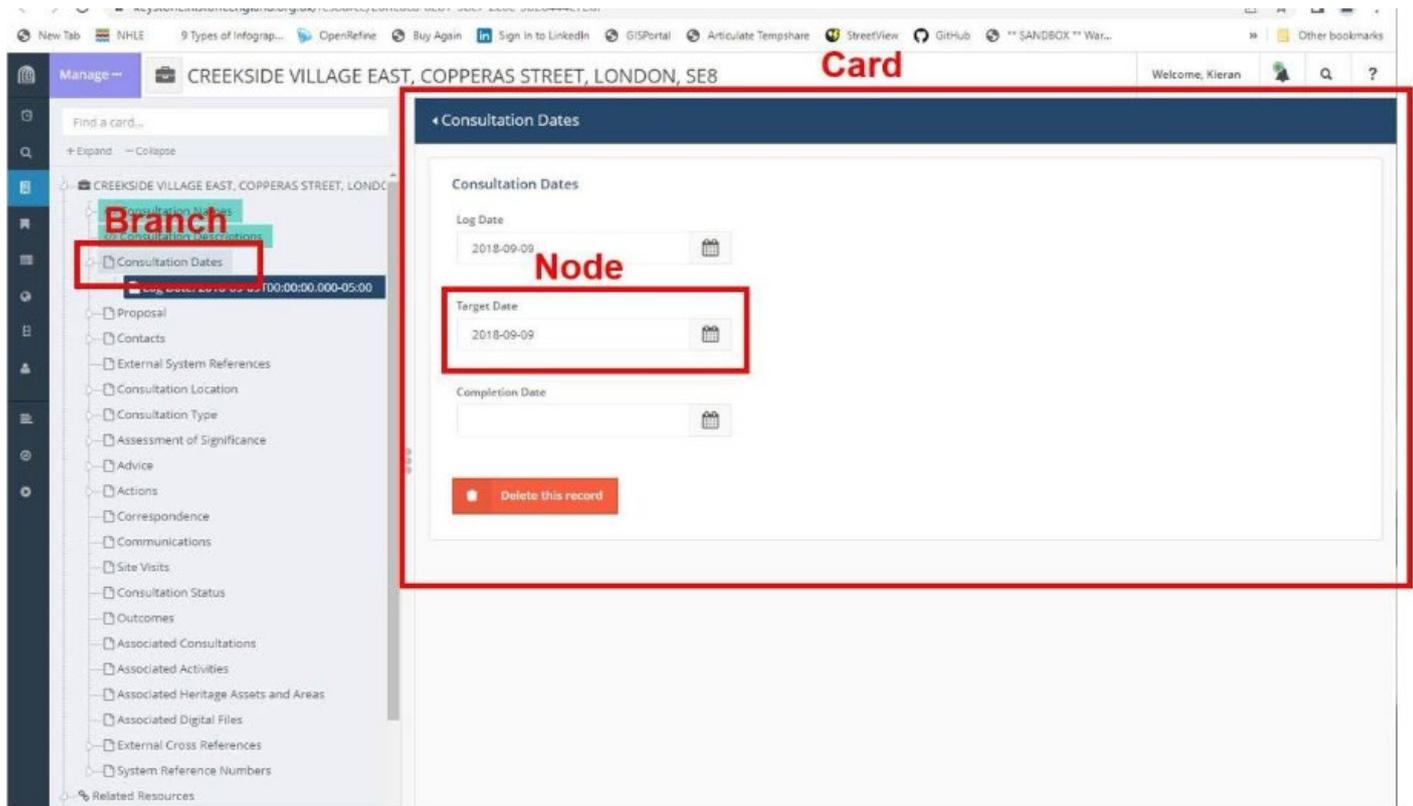
In addition to editing the shape of your drawing, you can move the entire drawing to a new location by selecting it with your cursor and keeping your mouse-button depressed. By doing this you are 'grabbing' the drawing so that you can drag and drop it at its new location.



Save your edits by selecting the **Save** button in the *Edit* tab.

Creating new Resources

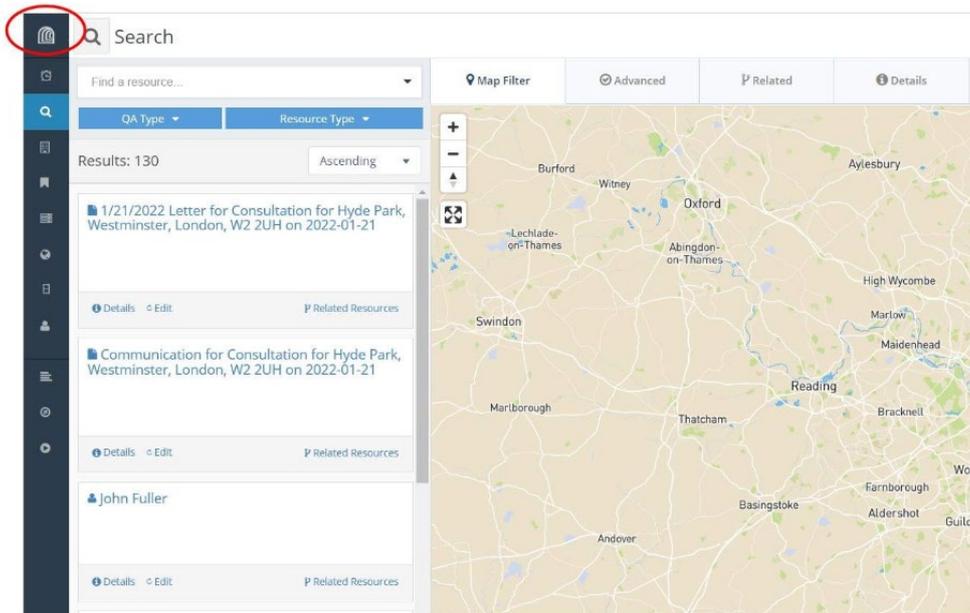
Arches for HERs is a 'graph' database, which means it has a tree data structure. Each Resource Model is divided into a series of branches, each describing a theme or Facet (for example, Locations). Within each branch there are one or more cards describing a particular aspect of the branch (such as Related Areas, Addresses, Map References etc.). Each card will consist of a series of nodes – the smallest unit of a graph. These nodes are the individual fields in which data is inserted.



Menus

Throughout the application there are menu options and icons available that provide access to other functions and areas. On the left-hand side of the screen is a vertical menu containing a number of icons - the number will vary depending upon the roles and access of the individual user.

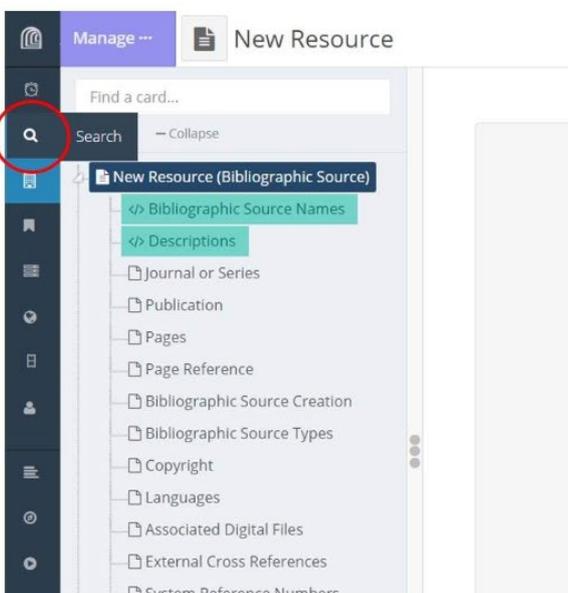
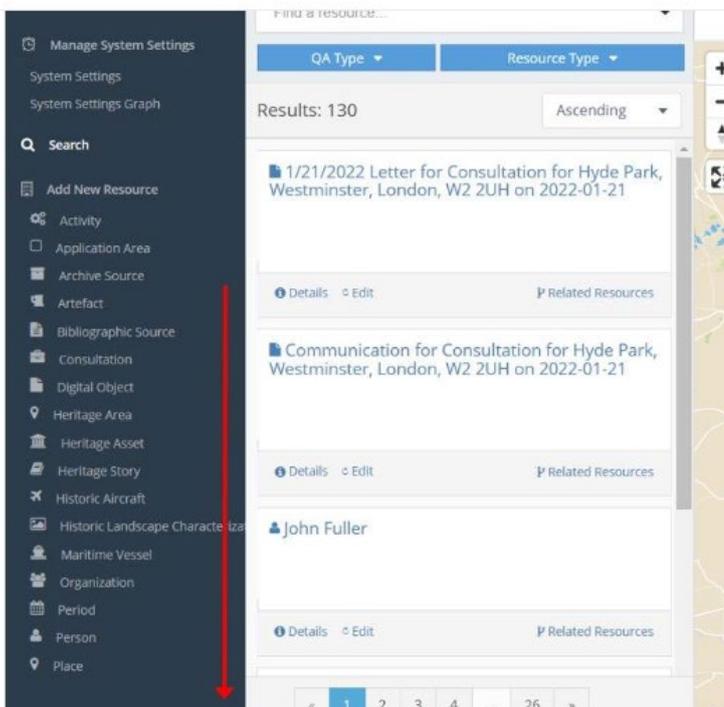
Selecting the *Arches* icon at the top of the menu expands the column to reveal labelling for each icon. This menu will remain visible whichever area of the application you are using.



Scroll down to access further options.

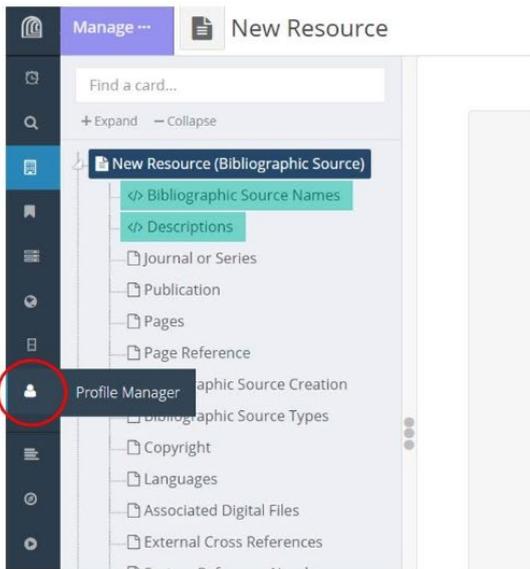
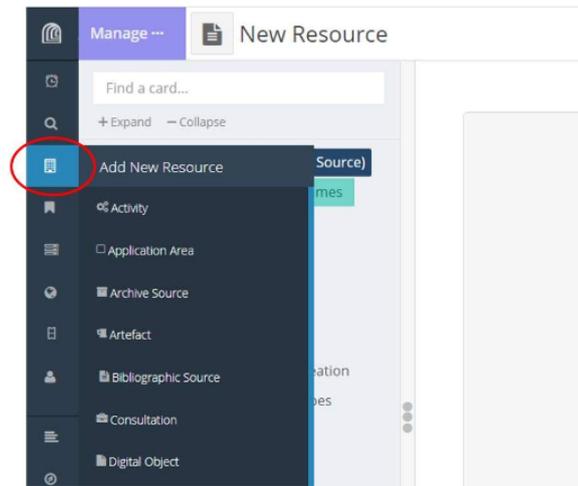
Re-selecting the *Arches* Icon will collapse the column again.

The most commonly used menu options available include ...



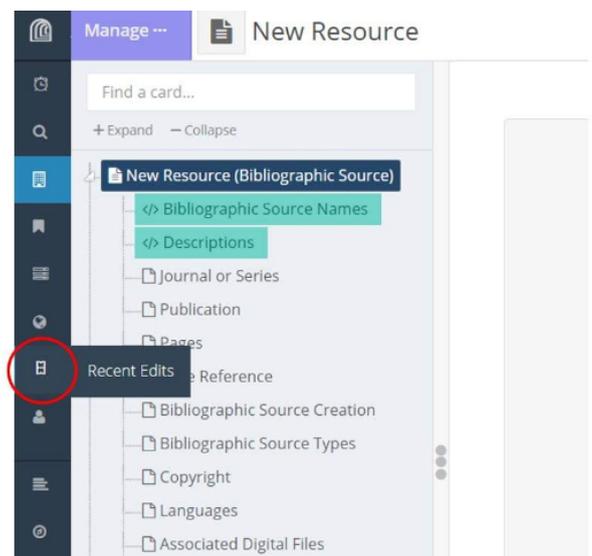
The **Search** icon will open the search interface for retrieving data.

The **Add New Resource** icon opens a secondary menu listing the various Resource Types. Scroll down the menu and select an option. This will open a new Resource Manager tab in which to create your record.



The **Profile Manager** icon gives you access to your account contact details and allows you to change your password.

One particularly useful function is the **Recent Edits** option. Selecting this opens a list of 100 recent actions (resources created, data updated) applied to the various resources. Each line, of which there may be many per resource, includes an active link to the resource detailed as well as a date and time for each action and the user responsible.



The Edits are presented across ten pages with ten entries per page. Selecting the Resource Id link will take you back to the record you were working on, which is useful should you leave your record to create a supporting resource, such as a Bibliographic Source, Person or Organization. The View Report button will open a Resource Report in a new tab.

Recent Edits

Welcome, Kieran

Recently Added Resources

Show 10 entries

Search:

Resource Id	Resource Name	Resource Type	Edited	Edit Type	Editor	
71824cf3-98b2-4b84-bb79-45f4e361c8e3	None	Heritage Asset	Jan. 31, 2022, 10:10 a.m.	Resource Created	Rebecca Williams	View Report
0e833b7f-0710-4c3a-8d76-4ca07becb8e9	None	Heritage Asset	Jan. 31, 2022, 10:10 a.m.	Resource Created	Rebecca Williams	View Report
e25958d3-55ef-4be4-8b9d-70f06765d269	None	Heritage Asset	Jan. 31, 2022, 10:10 a.m.	Resource Created	Rebecca Williams	View Report
33b40688-07a4-4daa-974b-c72842fe7a91	None	Heritage Asset	Jan. 31, 2022, 10:10 a.m.	Resource Created	Rebecca Williams	View Report
0e530259-2c8e-4a8b-98df-74ecfbd66c9c	None	Heritage Asset	Jan. 31, 2022, 10:10 a.m.	Resource Created	Rebecca Williams	View Report
2a0cd237-3cbc-4224-8457-343635b99f83	None	Heritage Asset	Jan. 31, 2022, 10:07 a.m.	Resource Created	Rebecca Williams	View Report
66f2849-b197-4914-8727-808c0df8437a	None	Heritage Asset	Jan. 31, 2022, 10:07 a.m.	Resource Created	Rebecca Williams	View Report
0316f33c-d58d-4679-abd0-9be36890d84f	None	Heritage Asset	Jan. 31, 2022, 10:05 a.m.	Resource Created	Rebecca Williams	View Report
dff18ad6-949e-42cf-adf2-343...	None	Heritage Asset	Jan. 31, 2022, 10:05 a.m.	Resource Created	Rebecca Williams	View Report

Showing 91 to 100 of 100 entries

To create a new Resource, you can access the appropriate model either by selecting it from the Resource Manager view (accessible by selecting the **Manage** option from the top of the landing page) then selecting the *Create Resource* link beneath each icon...

Resource Manager

Logout, Kieran

Find Resources

Activity

Used to record events relating to a particular Heritage Resource. Activities can be used to give context.

[Create Resource](#)

Application Area

An area of land which is subject to a planning application.

[Create Resource](#)

Archive Source

Used to record references to non-bibliographic sources of information held in external repositories.

[Create Resource](#)

Area

Used to record complex human-made or human conceived sites, areas or landscapes. Areas can be...

[Create Resource](#)

Artefact

Defines information relating to the character of man made items of heritage significance as identified by...

[Create Resource](#)

Bibliographic Source

Covers documentation of references to bibliographic sources of information held outside of the...

[Create Resource](#)

Consultation

Used to record activities relating to the provision of advice with regards to planning applications which may...

[Create Resource](#)

Digital Object

Used to record 'born digital' files, images and documents which provide information relating to a...

[Create Resource](#)

Heritage Story

Used to record thematic stories (usually associated with an historic event or period) which can provide...

[Create Resource](#)

Historic Aircraft

Used to record the details of historic aircraft which are either retained as monuments (eg. Museum exhibits or...

[Create Resource](#)

Historic Landscape Characterization

Used to record areas of the historic landscape. Historic Landscapes...

[Create Resource](#)

Maritime Vessel

Used to record the details of historic vessels which are either retained as monuments (eg. Museum Ships or...

[Create Resource](#)

Monument

Used to record built works, human-made structures and human-made objects of heritage significance.

[Create Resource](#)

Organization

Used to describe a group, institution or organization associated with a heritage resource. Organizations can...

[Create Resource](#)

Period

Used to record the details of historic and cultural periods which a heritage resource may be associated with. A...

[Create Resource](#)

Person

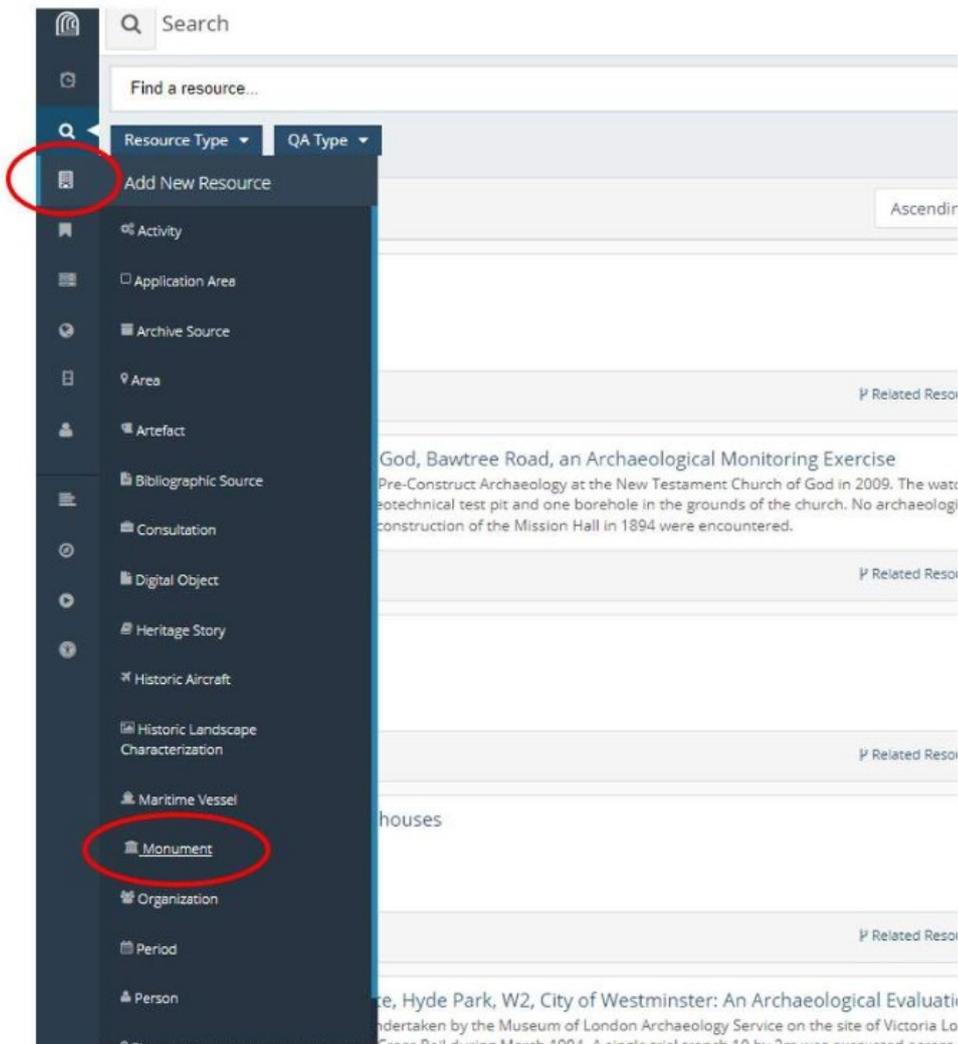
Used to describe individuals associated with a heritage resource. A person can either be current (eg. ...

[Create Resource](#)

Place

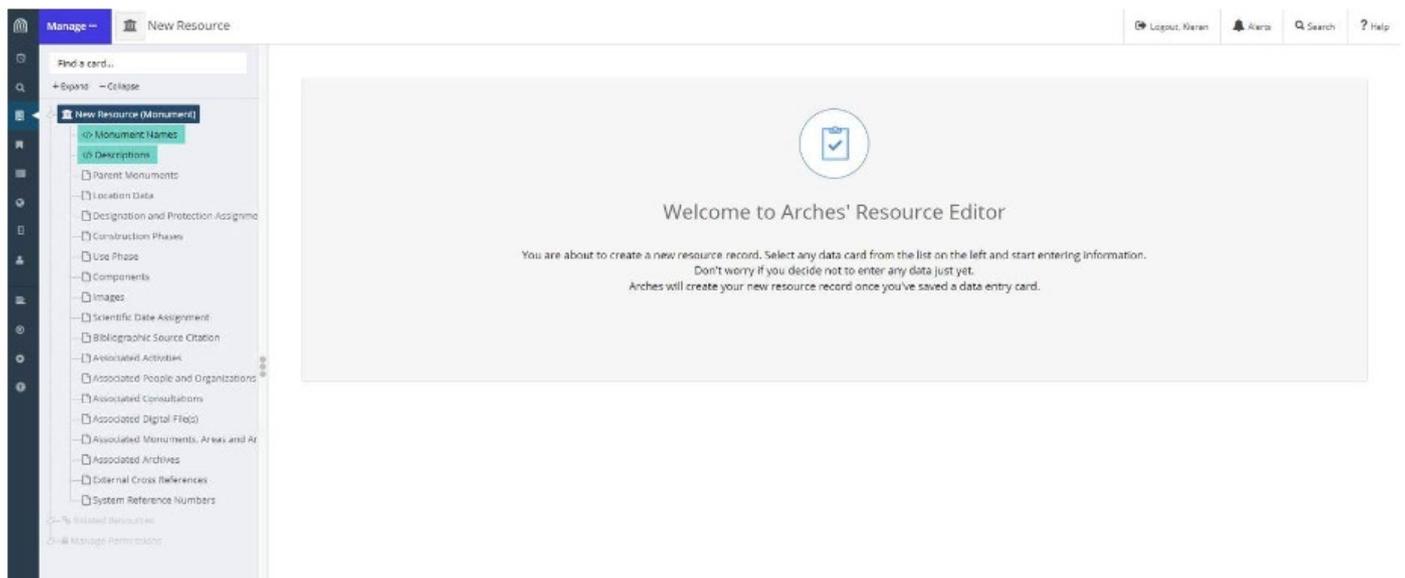
Used to record places as resources. Currently unused.

[Create Resource](#)

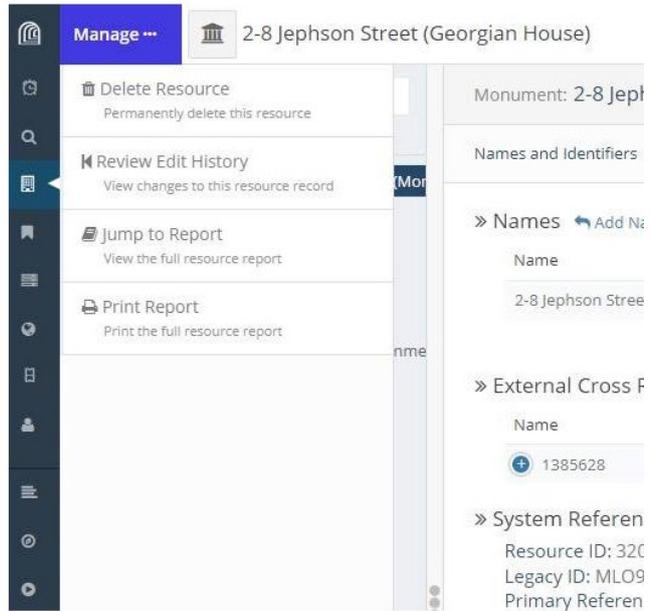
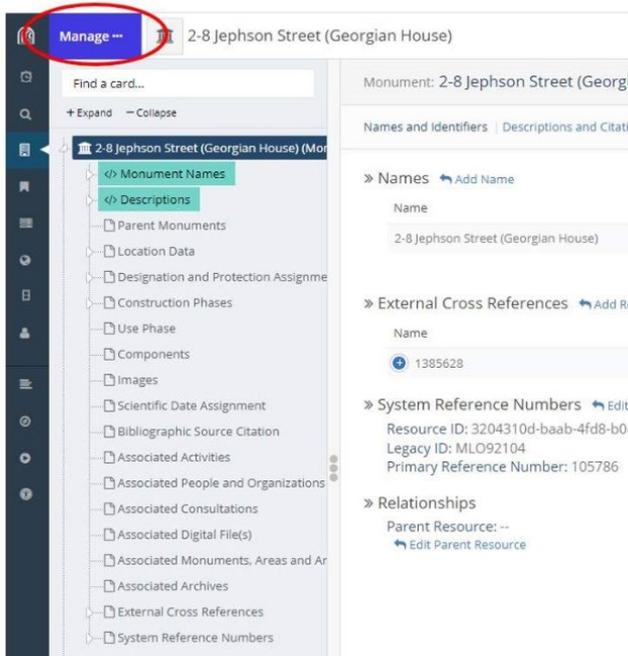


or by selecting the *Add New Resource* option available from the vertical menu present on the left of the screen whilst using any area of the application.

The appropriate Resource interface will open containing a tree-view of all the Resource's facets on the left of the screen. Each of these facets can be selected to open one or more cards in which data can be entered. This interface will be similar for all the different types of Resource, with many sharing the same facets. Navigation and operation is consistent across all Resources.



Whilst using the *Resource Manager* function to edit and create data, there are a number of options available via the **Manage** command at the top of the screen.



Delete Resource: This option will delete the record currently open, first activating a warning message at the top of the screen to alert the user that they are about to delete the record. Select OK to proceed.

Review Edit History: Selecting this option will open the Resource History tab, detailing which data nodes have been updated, the date on which they were updated, and the editor responsible.

Jump to Report: This option will open the Resource Report for the currently open record in a new tab.

Print Report: This option facilitates the printing of the Resource Report without first having to open the report itself.

For further information about Arches, its origins, development and user community, visit the Arches project website at this URL.

<https://www.archesproject.org/>